

# Meeting Minutes: Mortuary Science Ad-Hoc Meeting

## August 24, 2017

Minutes prepared by: Amanda Hirsch

Location: Hiway Federal Credit Union

### Convene and Introductions

- Susan Winkelmann, Assistant Director
- Catherine Lloyd, Manager
- Carlena Weiland, Inspector and Investigator
- Erika Fulgern, Inspector and Investigator
- Laurie Studer, Licensing Specialist
- Marguerite Slonine, Inspector and Investigator
- Angela Woosley, U of M
- Carrie McGhee, Mortician
- Maria Schaff, OVR Educator
- Krista Bauer, OVR Supervisor
- Mark Arnold, Mortician
- Joe Sellwood, Lobbyist
- Bryan Dingmann, MFDA

### Announcements

- **Staff Update:** Lloyd reported that she was the new Manager for the Health Occupations Program and Mortuary Science section.

### Staff Reports

- **Credentialing Report:** Studer reported that as of August 24, 2017, there are four (4) funeral directors; 1,208 morticians; 21 interns; 553 licensed establishments, which is down three from 2016; 71 crematories; up by 10 from 2016; and three (3) alkaline hydrolysis establishments. In 2017, there are 37 new 37 new morticians; 16 interns; 37 new funeral establishments, including ownership changes; and nine (9) crematories.

- **Website Update:** We are currently in the process of updating all of the forms and applications. The new application process and clear directions are designed to streamline the application process and create more user friendly instruction.

## Old Business

- **2018 Legislative Initiatives:** The Department would like to continue collaborating with the Ad Hoc committee on new policy. Although the Governor has narrowed his focus for legislative initiatives during the 2018 session, we would still like to discuss future policy initiatives. The Cremator Operator Training and Cremated Remains Release bills were jacketed in 2018 and the Department will continue to work on language with the Ad Hoc membership in the event these bills are hearing during the 2018 session.

## New Business

- **Office of Vital Records: MR&C Update** - Upcoming no paper policy starting October 1, 2017.
- **Letters of Non-Contagious/Contagious:** Changes were made to the request form requiring attending physician to provide a letter that includes cause of death and physicians determination on whether death was communicable/non-communicable. MDH Mortuary Science Section no longer accepts a copy of the death certificate. When submitting a request form also include the following documentation; disposition permit, letter from attending physician, and embalming record.
- **MDH Letter to MFDA on Interns** – The Department received a letter on June 20, 2017 from MFDA questioning if the intern policy changed. The Department researched the question, and examined policy and statutory requirements. The Department responded to the MFDA and other interested parties to clarify the supervising mortician’s discretion in providing direct supervision to interns, as referenced in the statutes.
- **MFDA Update:** Sellwood provided an overview of MFDA’s legislative initiatives for the 2018 session.

Date: 11/09/2017

Time: 1- 3 PM

Location: PERA

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